

Dear [Internship Coordinator's Name],

I hope this message finds you well. I am writing to formally accept the internship position at [Non-Profit Organization Name] that was offered to me. I am incredibly grateful for this opportunity and excited to contribute to your remarkable work.

Thank you for believing in my potential and for the chance to be a part of your team. I look forward to learning from everyone and making a positive impact on the community.

Please let me know the next steps and any documentation you may need from me. I am eager to get started and will be available to begin on [Start Date].

Thank you once again for this wonderful opportunity.

Sincerely,
[Your Name]
[Your Phone Number]
[Your Email Address]